



Steve Proctor

Chair

Randy Auman

Vice-Chair

→ *Region 41*

Meeting Minutes

January 16, 2003

10:00 am

Attendance

Randy Auman	Logan City Police Dept
Floyd Ritter	State of Utah, ITS
Doug Chandler	State of Utah, ITS
Bryan Low	Logan City Police Dept
Boyd Webb	State of Utah, ITS
Pete Fondaco	Murray City Police
Tim Slocum	State of Utah, Corrections
Steve Proctor	UCAN

Jeff Bassett	Bountiful Fire
Michael Barfuss	Bountiful City Fire Dept.
Jake Hunt	UCAN
Scott Mattsen	So. Salt Lake PD
Von Williamson	Cache Co. SO
Sherman Stebbins	St. George PD
Jeff Dial	St. George PD

Approval of Minutes

There was no December meeting. The November minutes were approved as written by Tim Slocum and seconded by Boyd Webb.

Web Site

Steve Proctor made everyone aware of the 700MHz Region 41 Web Site: www.uwin.utah.gov
All documents, announcements, and information will be posted there.

700 MHz Plans by Other States

Missouri and Northern California are the only regions that have sent their plans into the FCC so far. Both plans were rejected. The Missouri plan was turned down primarily due to insufficient documentation.

By-Laws

Our Region 41 By-Laws were patterned after Arizona's, with modifications to fit our needs. In this meeting, the following changes were proposed:

Section 3.9 – Steve Proctor asked if we really need an Executive Committee. Tim Slocum thought we should keep it as written so we don't need to call a statewide meeting for every procedural issues that comes up. Steve suggested we leave the by-laws open for one more meeting so people will have time to read through them and make comments.

State Interoperability Executive Committee (SIEC)

Governor Walker has stated that the Governance Board of the Utah Wireless Integrated Network (UWIN) serve as Utah's SIEC. Steve Proctor noted that the by-laws for the SIEC should be completed by the next UWIN Governance Board meeting. The Governance Board has representation from all over the state. Boyd Webb noted that the FCC has already stated that the interoperability portion of the 700MHz spectrum will be Project 25 compliant. All of the 700MHz spectrum will require digital modulation.

We've posted Missouri's plan on our Web Site for your reference:

<http://uwin.utah.gov/700mhzrpc/700mhzrpcfiles/MissouriRegion24Plan.pdf>

As previously noted, the only two plans to be submitted, have been returned. All plans must have (among other items):

1. Provide contact information.
2. Provide description of region (population, how many PD's, counties, etc)
3. Post notification process
4. Post minutes

Rules of Order

The Region 41 Committee will follow Robert's Rules of Order.

Sub Committees

Chairman Proctor proposed Three Sub-Committees (Mobile Data added later). The following sub-committee chairs were later nominated, seconded, and voted on:

Implementation (Boyd Webb, State ITS)

Interoperability (Von Williamson, Cache County)

Technology (Jeff Dial, St. George City)

Mobile Data (Bryan Low, Logan City)

The subcommittees will determine:

Regional plan administration

How does an agency apply for frequencies?

What are the channel assignments?

“Give Back” i.e.: if you get 700 MHz channels, the existing VHF must be given up (unless justification can be given).

Planning tasks and frequency coordination

Engineering survey requirements of the user requesting spectrum

How do we distribute Wideband data channels?

Dispute resolution processes

System design and efficiency requirements (how many mobiles per channel? What is the minimum throughput per data channel?

What do we do with “orphaned channels” (channels that can't be reused in an area)?

The FCC wants disputes to be handled as low as possible. Interoperability channels must be controlled by a dispatch center.

Getting the 700MHz RPC Show on the Road

Steve asked for ideas on getting the work out to increase participation and knowledge about the 700 MHz RPC process. The following ideas were presented:

- Regional Homeland Defense Meetings – and get their meetings better attended by making announcements.
- PSAPs (Dispatch Centers)
- Floyd Ritter (EMS Communications Coordinator) will make sure EMS regional representatives attend meetings where the 700MHz RPC will be on the agenda.
- EDI meeting in March
- Sheriff's Association meeting (not meeting again until next quarter)

- Fire Marshals meet every 2nd Tuesday of each month
- State Fire Chiefs (George Summers is secretary (298-6235) Next meeting in Feb.
- FBI National Academy Associates meeting in Moab. (Chief Hendricks)
- UWIN
- PSDAU Public Safety Dispatchers Association of Utah
- APCO meeting in April

The content of the presentations should remain simple and brief:

What it is and what it isn't

What are the opportunities?

Nobody has to do this (use 700 MHz)

Expectations and expenses

What is the future?

Other Meeting Reminders

The SAFECOM Spectrum Seminar will be Jan 22, 2004 at the Sheraton City Centre.

The next UWIN Governance Board meeting is Feb 6, 2004.

Next URPC Meeting

Logan PD

March 5

10:00am